



Office of the City Clerk

Weekly Report – for Week Ending May 16, 2014

OFFICE OF THE CITY CLERK – PROJECTS and STATUS

Neighborhood Council Elections – Candidate Filing Completed, Elections continue:

Region	Qty Filed to Date	Certified	Pending	Withdrew (W) / Disqualified (D)	Starts	Ends	Election Day
Region 1	251	233	0	17W/1D	Dec 23	Jan 22	Mar 8
Region 2	126	111	0	12W/3D	Dec 16	Jan 15	Mar 1
Region 3	210	183	0	18W/9D	Dec 31	Jan 30	Mar 16
Region 4	178	154	0	24W/0D	Jan 4	Feb 3	Mar 20
Region 5	202	184	0	11W/7D	Jan 14	Feb 13	Mar 30
Region 6	195	166	0	8W/21D	Jan 18	Feb 18	Apr 3
Region 7	208	178	0	15W/15D	Jan 27	Feb 26	Apr 12
Region 8	210	188	0	9W/13D	Feb 10	Mar 19	Apr 26
Region 9	72	65	0	7W/0D	Feb 17	Mar 19	May 3
Region 10	120	103	0	12W/5D	Feb 24	Mar 26	May 10
Region 11	227	207	0	15W/5D	Mar 4	Apr 3	May 18
Region 12	32	30	0	2W/0D	Feb 17	Mar 24	May 6

TOP ITEMS

- **Council Voting System Replacement**
- **The last of the Neighborhood Council Elections will be held this weekend**
- **This Month's CompStat Meetings were completed for each division. Meetings are monthly.**

City Elections – The Write-In Candidate Filing period for the Los Angeles Unified School District (LAUSD), Board 1 Special Election ends on May 20, 2014. At this time, there are a total of three Write-In Candidates that have filed since the write-in period began.

City Elections – The City Attorney submitted draft ordinances and resolutions regarding the “Creation of a Los Angeles City Health Commission Initiative” to be heard at the Rules, Elections and Intergovernmental Relations Committee Meeting on May 16.

City Elections – Election Division employees continue to staff the City of Los Angeles Municipal Election Reform Commission (CLAMERC) meetings and provide information and reports as requested.

Monthly CompStat Meetings – The Business Improvement District and Systems Division meeting was held on May 15th. To date, each division has completed two CompStat meetings. Additional metrics and goals are being identified and vetted.

Council Meeting Voting System Replacement – A demo of the NOVUS voting system was provided by the vendor to the Information Technology Agency and City Clerk. City Clerk Systems will create a proof-of-concept test environment and conduct a deeper dive look into the Novus solution. We are looking at the feasibility of replacing the City Council voting system which has reached its end of life. If adopted, support and maintenance of the Council Voting System will shift from ITA to the Office of the City Clerk. Staffing will need to be addressed as part of the implementation and support plan.

Microfilm Conversion of Council Minutes – An additional 20 reels were converted to digital format in the past week. This brings the total number of reels completed to 126. Our target for fiscal year 2013/2014 is 213 rolls putting us at 59% complete with our annual goal and 15% complete with the total project. This is on the Mayor's Metrics.

City Historical Archives – has obtained samples of the brickwork of the Zanja Madre recently unearthed during a development project in Chinatown. These will be stored in the City Archives for eventual display.



Office of the City Clerk

Weekly Report – for Week Ending May 16, 2014

City Historical Archives - Significant Research - The Controller's Office has been researching block grants managed by the Community Development Department and the Community Redevelopment Agency. The City Attorney's Office and the Department of Recreation and Parks have been researching maintenance agreements relative to City facilities and green ways at public beaches.

Neighborhood and Business Improvement Districts - staff attended a steering committee meeting for the proposed Central Avenue business improvement district, the LA BID Consortium and conducted a met with the consultant for the Studio City business improvement district renewal.

On May 13, 2014, the City Attorney signed the Ordinance of Intention for the Hollywood Media District business improvement district renewal.

The Economic Development Committee considered the Street and Sidewalk Vending legalization (CF 13-1493). This is of interest to concerned business improvement districts.

Administrative Services - Staff coordinated with Council and CLA staff regarding inquiries related to the FY 14/15 proposed budget and reconciled all of the Real Property Trust Funds.

AB 1290/Council - Staff continues to process several contracts, amendments and close outs for allocations of AB1290 funding, and completed a reconciliation of the Council General Fund.

General City Purposes - Staff reviewed 46 GCP allocation requests, processed 20 payments, and followed up on contracts with 7 different agency's whose contracts are in various stages of completion.

Personnel - Staff coordinated several personnel issues with the Personnel Department and City Attorney, and commenced the audit of mandatory Disaster Service Worker training for over 650 employees of City Clerk, City Council and Office of the Mayor.

ISSUES

Nothing to report this week

UPCOMING

Collaboration - Claims Processing and Accepting E-Signatures - Discussions and development of an implementation plan to accept electronic signatures to allow the City Clerk to move to an automated electronic submittal process for constituents, streamline labor intensive workflows, and address constituent complaints about draconian paper methods.

Little Tokyo Business Improvement District Public Hearing - Public hearing for reconfirmation of the District will be held on May 20, 2014.